



Title V Sexual Risk Avoidance Education (SRAE) Grant FY 2020

FY2020–RFGA MC-911

Questions received by 5:00 pm August 14, 2019 with responses

Questions from Representative #1:

1. **Question:** Will the feds offer another five-year grant cycle as in years past? I noticed this one is only one year correct?

Response: For the Title V SRAE, the 2018-2020 grant cycle was only 2 years. We had to do two one-year cycles because of the 5-year grant agreements that were completed during the previous cycle. We do not know how many years the next federal grant will cover. If for instance, it is a 3-year federal grant to the state, any multi-year contracts would not exceed 3 years.

Questions from Representative #2

1. On Page 1 of 49, the second paragraph states the total dollar amount may be divided among more than one awardee. If there are 3 or more valid applications, the top application as scored by the review panel will receive 50% of the funding, the 2nd highest 30%, and the 3rd highest 20%. If there are two valid applications, the top application will receive 60% of the funding and the other application 40%.

Question: Do the percentages pertain to the full amount of \$870,000? If so, is it necessary for applicants to apply for the full amount versus a smaller amount? Or will the applicants receive a percentage of the amount they applied for?

Response: Yes, the percentages pertain to the full amount of \$870,000. No, it not necessary to apply for the full amount. Applicants will receive funding based on the scoring of their applications and the percentages that accompany that score as outlined in the RFGA.

2. On Page 1 of 49, under Eligibility, it says State and local public or non-profit organizations who have a documented history of providing SRAE/Abstinence Education as outlined in the scope of services . . . may apply.

Question: In the past the requirement has been a period of 3 years or more. Can you define “documented history” more precisely in terms of years?

Response: Starting with the previous RFGA, there is no longer a requirement for a specific number of years of experience. Throughout the application, the applicant must document their ability to provide SRAE services as specifically outlined in the Scope of Services.

3. On Page 4 of 49 under E. Risk Assessment – the second paragraph states a completed pre-award risk assessment survey must be included with the application.

Also, Page 11 of 49 under Program Assurances, item g. Note: If applicant has completed a risk assessment survey in 2019 with a previous application, submission of an additional risk assessment is not required.

Question: Our organization submitted a risk assessment survey in 2018. Is a risk assessment survey needed again for this RFGA?

Response: Yes, the risk assessment is needed for this RFGA as the RFGA states that there must be a completed risk assessment for 2019.

4. On Page 8 of 49 mid page under estimated cost of these background checks is \$50 per person and should be included in the budget.

Question: If our organization has already put aside \$50 per person for the same required background checks in a recent awarded state grant, is it necessary to include this cost in the budget of this RFGA?

Response: No, it is not necessary to include this cost in the budget of this RFGA unless you are hiring additional staff for the Title V Project.

5. On Page 11 of 49 under 2. Organizational Experience and Qualifications item e., it states the non-profit 501c3 must provide a Certificate of Existence or Certificate of Good Standing from the Secretary of State.

Question: Our organization received a Certificate of Existence from the SOS in 2019 for a previous awarded state grant application. Can we use that same Certificate or do we need to apply for another one?

Response: Yes, you may use the same Certificate of Existence if it is not expired.

Questions from Representative #3:

1. **Question:** Would DHEC consider removing the “program assurances” from the page count? We don’t have control over the length of those required documents, and with the amount of supporting documents and MOUs that we have, it does not leave enough pages for us to adequately answer all of the required sections and explain our proposed implementation plan.

Response: Yes. We ask that when applications are submitted, please note in this section that the assurances will be in the back of your application. We will inform panelists as well of this change so that the assurances will not be included in the page count.

2. The RFGA states that “award of a grant under this RFGA will be in DHEC’s sole discretion” Questions:

Question: Will DHEC use their sole discretion to review each of the reviewers’ scoresheets to determine if the reviewers stayed within the guidelines and boundaries of the RFGA?

Response: Yes. DHEC does not, unless an appeal is made, review scoresheets to ensure that the panelists stayed within the guidelines and boundaries of the RFGA.

Question: Will DHEC use their sole discretion to review each of the reviewers’ scoresheets to determine if the reviewers’ points/deductions/comments are accurate compared with the submitted application?

Response: DHEC does review that calculation of points to ensure its accuracy.

Question: Will DHEC use their sole discretion to determine award amounts or is it based solely on the top applications as scored by the review panel? Essentially, who decides the award amounts: DHEC or the reviewers?

Response: As the RFGA states, “If there are 3 or more valid applications, the top application will receive 50% of the funding, the 2nd highest 30%, and the 3rd highest 20%”. If there are 2 valid applications, the top application will receive 60% of the funding and the other 40%.” Therefore, the reviewers decide the award amounts through application scoring.

3. Are the percentages for funding of valid applications definite, or will DHEC use sole discretion in determining whether they are appropriate amounts? Will number of people to be served, project size, or application strength be taken into consideration when DHEC determines the award amounts or will the amounts only be based on the published percentages?

Question: For example, if there are only 2 valid applications, and one of the applicants only requests 20% of the funding, will DHEC award them 40% (or 60%) instead?

Response: In the unlikely event that this occurs, DHEC will determine how to proceed with the funds.

Question: Another example, if there are 2 valid applications with one scoring “Excellent” and the other scoring in the low “Good” range, is the “Good” applicant still guaranteed 40% of the funding?

Response: The awards will be distributed based on the published percentages.

4. **Question:** Can DHEC offer assurance that the reviewers' scoresheets will be verbatim to the points section of the RFGA?

Response: DHEC strives to ensure that the scoresheets are verbatim to the information in the points section of the RFGA.

5. **Question:** In the past, reviewers have deducted points if any priority 4-5 counties are mentioned as service areas, even if justifications were provided. Will reviewers receive instructions about not giving deducted points if applicants "provide justification for inclusion of lower priority counties (such as plans to serve a high-risk population as described above or a larger number of youth)"? (RFGA, p.5 & p.12)

Response: The scoring will be based on the applicant's justification of how the service area was selected.

6. **Question:** Are the logic model, budget, tables, and charts allowed to be single-spaced?

Response: Yes. They can be single spaced.

7. **Question:** Can the logic model be reduced font so that it increases readability/flow and its entire width can fit on a page (even when turned landscape, it is wider than a page)?

Response: No, the logic model cannot be reduced font. The font as identified in the RFGA is 12-point Times New Roman.

Questions from Representative #4

1. **Question:** Under C. Required Elements and Scoring Criteria, 1., g., it says, "Applicants must complete a pre-award Sub-recipient Risk Assessment Survey." This is mentioned again under 2. Organizational Experience and Qualifications, g., "Submit the completed Sub-recipient Risk Assessment Survey ...". In each instance, it then says if one was submitted in 2019, submission is not required. What if a Risk Assessment survey was submitted in 2018 and remains unchanged? Also, if a Risk Assessment survey is required, as listed in both sections, will this count against the page limit (it is 4 pages)? And finally, if an applicant is to submit the survey, in which section should it be inserted: 1. Program Assurances, item g. or 2. Organizational Experience and Qualifications, item g.?

Response: As the RFGA states, there must be a risk assessment completed in 2019, therefore a risk assessment completed in 2018 will not be sufficient. The risk assessment is not an item that is scored by the reviewers. It is a requirement to be submitted with the application. Place the risk assessment in the back of application. Under "Organization

Experience and Qualifications”, please cite the page where the risk assessment is so that it can be easily found in the application.

2. **Question:** Under C. Required Elements and Scoring Criteria, Section 3. Program Description and Implementation Plan, is allotted 24 points possible, and on the webinar DHEC stated that there were 12 items that could be scored from 0-2 points each, but there is only 11 items. Can you explain the discrepancy?

Response: The extra question on the scoresheet reads “the organization demonstrates the capacity, experience, and qualifications to carry out proposed activities”. This question is not listed in the RFGA as it is based on the review panelist’s analysis of the application. Therefore, on the scoresheet the total points for this section is 24 points.

3. **Question:** Budget Justification instructions found on page 40, under Contracted Services says, “Provide the following for each subcontractor;,” and the lists 7 bulleted items. One item is “How the contract was obtained (competitive bid process, etc.),” and another is “Type of organizations solicited”. Please explain more about these two requirements for contracts as defined in the Budget Justification. For example, if a provider proposes to contract with an agency for which it has worked effectively previously and is proposing to continue this program, should this simply be explained since this would preclude the need to solicit multiple organizations for a particular service. And more specifically, are applicants prohibited from naming qualified, experienced contractors in its application without having solicited multiple organizations with a competitive bid process?

Response: This wording is consistent with the state procurement process. In regards to the type of organization, the type of organization has an impact on the procurement, audit, and accounting of the transaction. Non profits may be subject to the single audit whereas for profit entities are not. There are different measures in which contracts are obtained, depending on dollar amount. For qualified contractors, recipients can not be pre-determine; that is not a competitive process. Lastly, in regards to a previous vendor/agency, they must repeat the solicitation for the service as the contract comes up for annual review.

4. **Question:** There are several new references to “reviews and audits” regarding eligibility, and risk assessment; “conflict of interest”, and” failure to provide documentation” is a point deduction measure. To my knowledge, all of these issues are relative to only one provider due to the alleged findings of an exhaustive internal audit. Until all providers are audited, does this discriminate against one provider?

Response: These criteria and point deduction measures are not related solely to audits or review findings, but are intended to address the on-going working relationship between the provider and the agency. All of these point deductions referenced in the RFGA will be identified by program staff based on the provider’s performance in the previous funding cycle. The underlying criteria apply to each and every provider and applicant equally.